



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

KHRIS APPLICATIONS DEVELOP. SPECIALIST

Job Number: 21000177

Job Code: 73710V120116

Job Group: 7300 - INFORMATION MANAGEMENT SYSTEMS

Job Established: 01/16/2012

Job Revised:

Grade: 18 Salary (MIN - MID):

\$26,462-\$35,056 - Hourly

\$4,300.08-\$5,696.60 - 37.5 Hr. Monthly Salary

\$4,586.76-\$6,076.38 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Performs highly advanced technical work in the customization and maintenance of the Commonwealth's Kentucky Human Resource Information System (KHRIS) in an SAP environment. Duties include analysis, design, planning, development, testing, maintenance, and documentation of a component such as payroll, benefits, time management, personnel administration and others of KHRIS; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree.

EXPERIENCE:

Must have five years of professional experience in computer programming of which three years must have been in an SAP environment.

Substitute EDUCATION for EXPERIENCE:

Related technical or vocational training will substitute for the bachelor's degree requirement on a year for year basis.

Substitute EXPERIENCE for EDUCATION:

Professional experience in computer programming will substitute for the bachelor's degree requirement on a year for year basis.

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

NONE

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

PrProvides technical advice and assistance to programmer analysts, systems programmers, systems analysts and/or data base administrators in developing and implementing custom code for KHRIS and other HR systems. May lead, coordinate and integrate the work of other development team staff. May serve as project leader on a data processing project. Prepares cost estimates. Writes the most complex computer programs from specifications. Modifies existing computer programs requiring the most complex logic changes. Develops and compiles data to test programs. Codes, tests and debugs programs from specifications. Develops program logic charts. Writes or assists in the writing of specifications for the development, maintenance or modification of programs. Analyzes user requests and works with users in developing or modifying existing programs. Prepares and maintains program documentation. Assists in the development of new systems and programs. Provides technical leadership to the business operations team regarding the highly complex SAP systems. Develops and leads the training program of entry level staff in the support of KHRIS and other HR systems. Review and evaluate new technologies and application development tools for use in the application development process and recommends the acquisition of new hardware and software for use in the application development process. Effectively communicate complex technical issues to technical and non-technical staff.

UNIQUE PHYSICAL REQUIREMENTS:

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Work is typically performed in an office setting.

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.